

MAYOR & COUNCIL AGENDA COVER SHEET

MEETING DATE:

June 18, 2007

CALL TO PODIUM:

Yale Wiesberg
Committee Chairman

RESPONSIBLE STAFF:

Frederick J. Felton
Assistant City Manager

Monica Sanchez
Administrative Assistant III

AGENDA ITEM:

(please check one)

<input checked="" type="checkbox"/>	Presentation
<input type="checkbox"/>	Proclamation/Certificate
<input type="checkbox"/>	Appointment
<input type="checkbox"/>	Public Hearing
<input type="checkbox"/>	Historic District
<input type="checkbox"/>	Consent Item
<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	Resolution
<input type="checkbox"/>	Policy Discussion
<input type="checkbox"/>	Work Session Discussion Item
<input type="checkbox"/>	Other:

PUBLIC HEARING HISTORY:

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

TITLE:

Report from the Ad Hoc Mayor and City Council Compensation Review Committee

SUPPORTING BACKGROUND:

On April 9, 2007, the Mayor and City Council approved a resolution establishing the Ad Hoc Mayor and City Council Compensation Review Committee (known as Compensation Committee).

For your review, I have attached the Committee's final report and the supporting background material. The Committee's specific recommendations are as follows:

- That the Mayor and City Council consider a Charter Amendment requiring the appointment of a Compensation Review Committee every four years.
- That the Mayor's salary be increased from \$12,500 per year to \$18,500 per year immediately after the City election in 2009.
- That the City Council's salary be increased to \$15,000 per year effective immediately after the City election in 2009.
- The Committee recommends a \$500 incremental salary increase for the Mayor and City Council during the "out-years" (2010, 2011, and 2012).
- That the Planning Commission's stipend be increased from \$1,500 per year to \$3,000 per year effective July 1, 2007.
- That the recommendations outlined above are discussed at a public forum or meeting prior to a decision being made by the Mayor and City Council.

As requested by the Committee, staff has developed the attached draft Charter Amendments that could implement their recommendations with the exception of the Planning Commission stipend increase. A Planning Commission stipend increase would not require a Charter Amendment.

Chairman Yale Wiesberg will give the Mayor and City Council a summary of the report, and will be available to address any questions the Mayor and City Council may have.

DESIRED OUTCOME:

Receive presentation and provide guidance to staff. If the Mayor and City Council would like to move forward with the Committee's recommendations, staff should be directed to advertise a Charter Amendment for public hearing.

Salary Survey of Maryland Local Governments FY 2007

Compiled by

**Victor K. Tervala
and
Lin'An Bartlett**

A Collaborative Project
of
**Maryland Association of Counties
Maryland Municipal League
and
Institute for Governmental Service and Research
Center for Applied Policy Studies
University of Maryland, College Park**

December 2006

PENGAD 800-631-6888

Enclosure
#2

1.

MAYOR

Jurisdiction	Annual Salary
Municipalities	
Aberdeen	\$10,000
Accident	\$360
Annapolis	\$70,000
Baltimore City	\$125,000
Barton	\$600
Berlin	\$5,000
Berwyn Heights	\$1,800
Betterton	\$1,200
Bladensburg	\$6,000
Brentwood	\$3,600
Brookview	\$100
Brunswick	\$9,600
Cambridge	\$12,000
Cecilton	\$1,000 (Stipend)
Chesapeake Beach	\$0
Chesapeake City	\$4,800
Chestertown	\$5,000
Clear Spring	\$1,200
College Park	\$6,000
Colmar Manor	\$4,200
Cumberland	\$7,200
Denton	\$1,500
District Heights	\$4,200
Easton	\$8,500
Edmonston	\$1,800
Elkton	\$11,000
Emmitsburg	\$8,000
Fairmount Heights	\$2,400
Forest Heights	\$2,600
Frederick	\$69,959
Friendsville	\$780
Frostburg	\$3,000
Garrett Park	\$0
Goldsboro	\$0
Grantsville	\$3,000
Greenbelt	\$6,000
Hagerstown	\$28,000
Hampstead	\$7,000
Hurlock	\$25,500

1.

MAYOR

Jurisdiction	Annual Salary
Keedysville	\$1,500
Kensington	\$8,000
Kitzmillier	\$1,440
La Plata	\$12,000
Landover Hills	\$2,100
Laurel	\$20,000
Laytonsville	\$0
Loch Lynn Heights	\$0
Luke	\$6,000
Manchester	\$4,800
Marydel	\$0
Middletown	\$6,000
Midland	\$1,200
Millington	\$0
Mount Airy	\$8,500
Mount Rainier	\$6,799.92
Mountain Lake Park	\$1,200
Myersville	\$4,200
New Carrollton	\$4,800
North Beach	\$18,000
North East	\$0
Oakland	\$5,000
Ocean City	\$30,000
Queen Anne	\$450
Rising Sun	\$520
Rockville	\$25,750
Rosemont	\$1,000
Seat Pleasant	\$5,272
Snow Hill	\$2,400
Somerset	\$15,000
Sykesville	\$4,000
Takoma Park	\$8,000
Taneytown	\$4,800
Templeville	\$420
Union Bridge	\$1,800
Westernport	\$2,000
Westminster	\$10,000
Williamsport	\$4,000

2.

PRESIDENT, MUNICIPAL COUNCIL/COMMISSION

Jurisdiction	Annual Salary
Municipalities	
Aberdeen	\$7,500
Accident	\$240
Baltimore City	\$80,000
Barnesville	\$0
Bel Air	\$5,000
Berlin	\$2,000
Brookeville	\$0
Brookview	\$200
Cambridge	\$10,000
Centreville	\$4,500
Charlestown	\$0
Chesapeake Beach	\$0
Chesapeake City	\$0
Chevy Chase Village	\$0
Chevy Chase Village Sec. 5	\$0
Crofton	\$0
Easton	\$6,000
Edmonston	\$1,200
Emmitsburg	\$4,000
Forest Heights	\$1,000
Friendsville	\$390
Galestown	\$0
Grantsville	\$3,000
Greenbelt	\$5,000
Hebron	\$1,620
Hurlock	\$13,000
Keedysville	\$1,100
Kitzmillier	\$480
Landover Hills	\$1,800
Laurel	\$7,500
Loch Lynn Heights	\$0
Manchester	\$1,200
Mardela Springs	\$300
Mount Airy	\$4,000
New Carrollton	\$3,000
North East	\$0
Oakland	\$3,000
Ocean City	\$11,000
Oxford	\$2,000

2.

PRESIDENT, MUNICIPAL COUNCIL/COMMISSION

Jurisdiction	Annual Salary
Pittsville	\$0
Poolesville	\$0
Preston	\$1,200
Princess Anne	\$1,500
Queen Anne	\$450
Ridgely	\$1,000
Rosemont	\$0
Salisbury	\$6,000
Seat Pleasant	\$4,083
Snow Hill	\$1,800
Sykesville	\$2,000
Taneytown	\$1,800
Templeville	\$420
Trappe	\$400
Union Bridge	\$0
Upper Marlboro	\$3,600
Westminster	\$3,000
Williamsport	\$3,100

3.

MUNICIPAL COUNCIL MEMBER/COMMISSIONER

Jurisdiction	Annual Salary
Municipalities	
Aberdeen	\$7,500
Accident	\$240
Annapolis	\$12,600
Baltimore City	\$48,000
Barnesville	\$0
Barton	\$600
Bel Air	\$3,500
Berlin	\$2,000
Berwyn Heights	\$1,800
Betterton	\$600
Bladensburg	\$4,800
Brentwood	\$2,700
Brookeville	\$0
Brookview	\$0
Brunswick	\$3,600
Cambridge	\$10,000
Cecilton	\$500 (Stipend)
Centreville	\$4,500
Charlestown	\$0
Chesapeake Beach	\$0
Chesapeake City	\$1,200
Chestertown	\$2,000
Chevy Chase Village	\$0
Chevy Chase Village Sec. 5	\$0
Clear Spring	\$600
College Park	\$4,400
Colmar Manor	\$3,000
Crofton	\$0
Cumberland	\$4,800
Denton	\$1,000
Easton	\$5,000
Edmonston	\$1,200
Elkton	\$10,000
Emmitsburg	\$4,000
Fairmount Heights	\$1,200
Forest Heights	\$1,000
Frederick	\$13,993
Friendsville	\$390
Frostburg	\$2,400

3.

MUNICIPAL COUNCIL MEMBER/COMMISSIONER

Jurisdiction	Annual Salary
Galestown	\$0
Garrett Park	\$0
Goldsboro	\$0
Grantsville	\$35 per meeting
Greenbelt	\$5,000
Hagerstown	\$8,000
Hampstead	\$3,000
Hebron	\$1,320
Hurlock	\$13,000
Keedysville	\$900
Kensington	\$2,500
Kitzmillier	\$480
La Plata	\$8,000
Landover Hills	\$1,800
Laurel	\$7,500
Laytonsville	\$0
Loch Lynn Heights	\$0
Luke	\$3,000
Manchester	\$1,200
Mardela Springs	\$240
Marydel	\$0
Middletown	\$2,400
Midland	\$900
Millington	\$0
Mount Airy	\$4,000
Mount Rainier	\$3,000
Mountain Lake Park	\$600
Myersville	\$1,080
New Carrollton	\$3,000
North East	\$0
Oakland	\$3,000
Ocean City	\$10,000
Oxford	\$2,000
Pittsville	\$0
Poolesville	\$0
Preston	\$1,000
Princess Anne	\$1,500
Queen Anne	\$450
Ridgely	\$1,000
Rising Sun	\$520
Rockville	\$20,600

3.

MUNICIPAL COUNCIL MEMBER/COMMISSIONER

Jurisdiction	Annual Salary
Rosemont	\$0
Seat Pleasant	\$4,083
Snow Hill	\$1,800
St. Michaels	\$2,000
Sudlersville	\$0
Sykesville	\$2,000
Takoma Park	\$6,000
Taneytown	\$1,800
Templeville	\$420
Trappe	\$400
Union Bridge	\$0
Upper Marlboro	\$900
Westernport	\$1,500
Westminster	\$2,400
Williamsport	\$2,500

7.

COUNTY COUNCIL MEMBER/COMMISSIONER

Jurisdiction	Annual Salary
Counties	
Allegany County	\$27,000
Anne Arundel County	\$36,000
Baltimore City	\$48,000
Baltimore County	\$45,000
Calvert County	\$38,000
Caroline County	\$15,000
Carroll County	\$45,000
Cecil County	\$30,000
Charles County	\$40,000
Dorchester County	\$14,000
Garrett County	\$30,000
Harford County	\$32,054
Howard County	\$33,800
Kent County	\$15,000
Montgomery County	\$79,721
Prince George's County	\$73,859
Queen Anne's County	\$19,000
Somerset County	\$12,000
St. Mary's County	\$27,000
Talbot County	\$14,400
Washington County	\$30,000
Wicomico County	\$16,000
Worcester County	\$21,200



MAYOR AND COUNCIL AGENDA

NO. 6

DEPT.: City Clerk's Office
STAFF CONTACT: Claire Funkhouser

DATE PREPARED: 4/24/07
FOR MEETING OF: 4/30/07

SUBJECT: 2007 Report of the City's Compensation Commission

RECOMMENDATION: In accordance with Ordinance No. 19-94, the Compensation Commission, group of five individuals appointed by the Mayor and Council (Virginia Onley, Chair, Steven Edwards, Charles Goldstein, Bridget Newton, and Robert K. Wright) submitted its report on March 30, 2007. In its report the Commission recommended the following:

1. To increase the Mayor's annual monetary compensation from \$25,750 to \$35,000 for FY 2008 (after the new Mayor takes office in November, 2007); to further increase the Mayor's salary to \$40,000 at the commencement of Fiscal Year 2009 on July 1, 2008; and to \$45,000 at the commencement of Fiscal Year 2010 on July 1, 2009.
2. To increase the Councilmembers' annual monetary compensation from \$20,600 to \$30,000 for FY 2008 (after the new Councilmembers take office in November, 2007); and to further increase the Councilmembers' compensation to \$35,000 at the commencement of Fiscal Year 2009 on July 1, 2008; and to \$40,000 at the commencement of Fiscal Year 2010 on July 1, 2009.

The purpose of this evening's meeting is to discuss the recommendations in the report and the process that the Commission used to determine the recommendations. It is the hope of a majority of the members of the Commission that the Mayor and Council will accept the recommendations through a vote of endorsement.

DISCUSSION:

From January to March, the Compensation Commission conducted a series of meetings and a televised public hearing for the purpose of discussing issues related to monetary compensation for the Mayor and Council and receiving public input on this topic. The Commission requested and reviewed numerous materials in order to make their recommendation. A listing of some of those materials as well as some of the considerations leading to the recommendations is included in the Commission's report.

Next Steps: As stated in Chapter 2 of the City Code, the Mayor and Council have until June 15, 2007, sixty (60) days from the date of the notification of the issuance of the Commission's report, to either

- (a) Take no action to reject or reduce the compensation recommended by the Commission. Should the Mayor and Council decide to take no such action, the recommended compensation shall take effect on the day on which the Mayor and Council who are elected on November 6, 2007 take office, or

Enclosure
#3

888-9-131-6000

(b) Reject all or part of the Commission's recommendations and reduce the compensation recommended by the Commission by adopting a resolution on or before June 15, 2007.

The Mayor and Council can, of course, also make a motion to endorse the Commission's recommendation, which would be the hope of the majority of the Commission's members.

Should the Mayor and decide to take an action that would require the adoption of a resolution, one can be prepared for adoption per the Mayor and Council's instructions to the City Attorney's Office.

PREPARED BY:

Claire Funkhouser

DATE:

April 24, 2007

LIST OF ATTACHMENTS:

- 1) Transmittal memo to the Mayor and Council from City Clerk Claire Funkhouser**
- 2) 2007 Compensation Commission Report**



City of Rockville

MEMORANDUM

April 18, 2007

TO: Mayor and Council

FROM: Claire F. Funkhouser, CMC, City Clerk

SUBJECT: Compensation Commission Report for 2007

This memo is to notify you that on March 30, 2007, the Compensation Commission filed their recommendation regarding the annual compensation of the members of the Mayor and Council, as required by Chapter 2, "Administration," of the Rockville City Code. By a majority vote, the Commission has recommended the following:

1. **To increase the Mayor's annual monetary compensation from \$25,750 to \$35,000 for FY 2008 (after the new Mayor takes office in November, 2007); to further increase the Mayor's salary to \$40,000 at the commencement of Fiscal Year 2009 on July 1, 2008; and to \$45,000 at the commencement of Fiscal Year 2010 on July 1, 2009.**
2. **To increase the Councilmembers' annual monetary compensation from \$20,600 to \$30,000 for FY 2008 (after the new Councilmembers take office in November, 2007); and to further increase the Councilmembers' compensation to \$35,000 at the commencement of Fiscal Year 2009 on July 1, 2008; and to \$40,000 at the commencement of Fiscal Year 2010 on July 1, 2009.**

A copy of the report providing background as to the recommendations is attached. Some additional comments presented by Commissioner Charles Goldstein are also included as an attachment to the report. The Compensation Commission has also requested an opportunity to speak with you about their recommendations. The meeting will take place as part of the budget worksession scheduled for April 30.

In accordance with Chapter 2, the Mayor and Council have until June 15, 2007 (60 days from the date of this notification) to either:

- (a) Take no action to reject or reduce the compensation recommended by the Commission. Should you decide to take no such action, the recommended compensation shall take effect on the day on which the Mayor and Council who are elected on November 6, 2007 take office, or

Page 2
April 17, 2007

- (b) Reject all or part of the Commission's recommendations and reduce the compensation recommended by the Commission by adopting a resolution on or before June 15, 2007.

Should the Mayor and Council decide to take an action that requires the adoption of a resolution, one can be prepared per the Mayor and Council's instructions to the City Attorney.

I will await the Mayor and Council's decision on how to proceed with the Commission's recommendations. If you should have any questions about this matter, please do not hesitate to call me.

Attachment

Cc: Members of the Compensation Commission
Scott J. Ullery, City Manager
Paul T. Glasgow, City Attorney
Sondra H. Block, Assistant City Attorney
Richard Hajewski, Director of Human Resources
Gavin Cohen, Director of Finance
Stacey Tate, Budget Officer
Brenda F. Bean, Deputy City Clerk

CITY OF ROCKVILLE COMPENSATION COMMISSION

Report

March 30, 2007

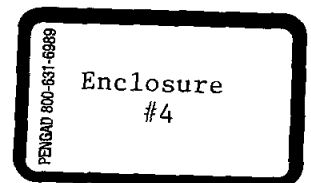
In accordance with Rockville City Ordinance 19-94, the Compensation Commission met three (3) times between November 2006 and March 2007 to discuss and prepare a recommendation for Mayor and Council compensation. Members of the Commission included Virginia Onley, Chair, Stephen Edwards, Charles Goldstein, Bridget Newton and Robert Wright. Assisting the Commission were City Clerk Claire Funkhouser, Deputy City Clerk Brenda Bean and Assistant City Attorney Sondra Block.

RESEARCH

The Commission requested a survey from the current Mayor and Council compiling hours spent on various City duties. Written reports were received from Mayor Larry Giammo and Councilmembers Bob Dorsey, Susan Hoffmann, Phyllis Marcuccio and Anne Robbins. The Commission also requested and reviewed the following documents provided by staff to assist in making a reasonable recommendation:

- Maryland Comparative Table
- Compensation for comparable jurisdictions in the Washington Metropolitan area.
- A survey regarding the number of hours spent by the Mayor and Council on City activities.
- A copy of the report on compensation for the Montgomery County Council.
- History of the amounts of monetary compensation for the Mayor and Council

③



- A copy of the 2005 Compensation Commission Report and the Commission's enabling legislation.

PUBLIC HEARING AND DISCUSSION:

A public hearing was held on February 7, 2007. The Commission heard testimony from Jim Marrinan, Brigitta Mullican, and Randy Alton. Additionally, written comments were received from David Hill, Lora Meisner and Roald. Schrack.

RECOMMENDATION:

To increase the Mayor and Council's salary as follows:

FY 2008		FY 2009		FY 2010	
Mayor	\$35,000	Mayor	\$40,000	Mayor	\$45,000
Council	\$30,000	Council	\$35,000	Council	\$40,000

The schedule timing the increase of the compensation over the next three fiscal years was intended to prevent any gap that might occur before the Commission would reconvene in 2009. The recommendation passed on a vote of 4 to 1.

It is the sincere hope of this Commission that these levels will be adopted as recommended. A majority of the Commission feels that the proposed amounts more accurately reflect a fair and reasonable level of compensation for our elected officials.

Some of the considerations leading to our recommendation included:

- The disparity between the monetary compensation of the top twenty employees of the City compared with the amounts of the Mayor and Council's monetary compensation
- The need for a significant leadership presence in order to represent the City at state and federal levels
- The reluctance on the part of city residents to run for office due to compensation, along with other competing interests, such as longer work hours and single-parent families.

- Ways to encourage people to run for office to have a healthy mix of candidates

As in previous years, there was extensive discussion regarding the hours expended by the Mayor and Council in the performance of their duties.

ATTACHMENT

ATTACHMENT

Additional reasons supporting the recommendations of the Compensation Commission as submitted by Commissioner Charles Goldstein:

- That the Rockville Compensation Ordinance allows the compensation commission to consider any factors it deems necessary in its recommendations.
- That the Mayor-Council members have been underpaid for years, based upon the cost to live in Montgomery County.
- That the role and responsibilities of the Mayor-Council have increased dramatically from years ago.
- That the City Staff, County Staff and the County Council have demonstrated by their recent salary increases that you need to pay higher salaries and benefits to attract the best qualified people. To do otherwise for the Rockville Mayor-Council would be considered a double standard.
- That the current Mayor Council payroll for all five members combined just about equals the salary of the 20th top paid city staff member.
- That we need to attract more candidates to run for office by trying to make the salaries more attractive.
- That we need to attract candidates from all occupations such as accountants, management and other professionals since, number wise, there has not been a good draw of these candidates into the Rockville electoral process.
- That we need to level the playing field so that we get more candidates other than those who have another primary income source; this could attract those from other occupations other than retirees or government workers.
- That the Mayor has indicated that his job is basically full-time.
- That these salary recommendations are for the next Mayor-Council not the present.
- That based upon the City's website, Rockville has a strong manager and strong political leadership.

MARYLAND CITIES COMPARATIVE TABLE

CITIES IN MARYLAND	POPULATION	FORM OF GOVERNMENT	COMPENSATION OF ELECTED BODY
Frederick	60,725	Mayor - Council	Mayor: \$69,959 Council: \$13,993
Gaithersburg	58,607	Council - Manager	Mayor: \$12,500 Council: \$10,000 & \$6,000*
Bowie	56,000	Council - Manager	Mayor: \$15,249 Council: \$12,000
Rockville	55,213	Council - Manager	Mayor: \$25,750 Council: \$20,600
Hagerstown	36,687	Mayor - Council	Mayor: \$28,000 Council: \$8,000
Annapolis	35,838	Mayor - Council	Mayor: \$70,000 Council: \$12,600
College Park	24,657	Council - Manager	Mayor: \$6,000 Council: \$4,400
Salisbury	23,743	Mayor - Council	Mayor: *\$20,000 *** Council: \$4,000 ***
Cumberland	21,518	Mayor - Council	Mayor: \$7,200 Council: \$4,800
Greenbelt	20,900	Council - Manager	Mayor: \$6,000 Council: \$5,000
Laurel	19,960	Mayor - Council	Mayor: \$20,000 Council: \$7,500
Takoma Park	17,299	Council - Manager	Mayor: \$8,000 Council: \$6,000
Ocean City (Size varies by season)	7,173**	Council - Manager	Mayor: \$30,000 Council: \$10,000

* See Fred Felton's email in earlier packet.

** Seasonal population, size varies

*** Effective July 1, 2007, the Mayor's salary will increase to \$25,000, the President of the Council's salary will increase to \$12,000, and the remaining councilmembers will receive \$10,000.

ENCLOSURE 800-631-6989

Enclosure
#5

VIRGINIA CITIES COMPARATIVE TABLE

CITIES IN VIRGINIA	POPULATION	FORM OF GOVERNMENT	COMPENSATION OF ELECTED BODY
Alexandria	135,337	Council - Manager	Mayor: \$30,500 Council: \$27,500
Manassas	37,166	Council - Manager	Mayor: \$16,000 Council: \$12,000
Fairfax	21,963	Council - Manager	Mayor: \$6,500 Council: \$4,500
Vienna	14,453	Council - Manager	Mayor: \$6,000 Council: \$5,000
Falls Church	10,781	Council - Manager	Mayor: \$3,600 Council: \$24,00
Manassas Park	10,290	Council - Manager	Mayor: \$9,800 Council: \$9,200

FY 04 Mayor and City Council Activities

Formal Meetings

23 regular Mayor and City Council Meetings
21 Mayor and City Council Work Sessions
10 MML Chapter Meetings
6 Special Master Plan Meetings
4 Joint Meetings with City of Rockville, Board of Education, or Park & Planning

Annual Events Attended by Mayor and Most Council Members

4th of July Ceremony
National Night Out Against Crime
Montgomery County Fairground Opening
Labor Day Parade
Olde Towne Day
Octoberfest
Veterans Day
Legislative Dinner
Winter Lights Premiere Night
Twilight Tradition Tree Lighting
Mayor and Council Retreat
State of the City Dinner
Annual Meeting with Planning Commission
Martin Luther King Day Observance
Annual Meeting with District 17 Delegation
Gaithersburg Day in Annapolis
St. Patricks Day Parade
Freedom Fund Dinner

CoG/NLC, etc.

CoG Board of Directors (John)
CoG Public Safety Policy Committee (Sidney)
CoG Human Services Policy Committee (Sidney)
CoG Metro Development Policy Committee (John/Stan)
CoG Transportation Planning Board (Stan/Ann)
CoG Chesapeake Bay Policy Committee (Geri)
NLC Community & Economic Development Steering Committee (Henry)
NLC Finance Administration & Intergovernmental Relations Steering Committee (Sidney)
NLC Information Technology & Communications Steering Committee (Stan)
Joint Montgomery/Prince Georges County Gang Task Force (Sidney)

Other Activities

Testimony before Park and Planning, County Council, and General Assembly
Attending Council in the Communities Meetings
Attending City Committee Meetings as Council Liaison
Chamber of Commerce Meetings
Grand Openings/Groundbreakings
Various Meetings with Citizens/Developers/Businesses
Various Special Events (This month's events include: Quince Orchard Park Parade, Grace Church Celebration, Meeting with Students for GHS 100 Year Anniversary, Employee Picnic, Latino Festival, an Employee Retirement, MedImmune Grand Opening, Principals Luncheon, Columbia Festival, and Judging MedImmune Employee Art Contest)

Enclosure
#7

PENGAD 800-631-6989

PLANNING COMMISSION COMPENSATION SURVEY OF LOCAL JURISDICTIONS
As of May 16, 2007

MUNICIPALITY	EXISTING PLANNING COMMISSION?	COMPENSATION or STIPEND GIVEN?	\$ AMOUNT	NOTES
Annapolis, MD	YES	NO <i>*See Notes</i>	N/A	Do Provide For: ▶ Annual APA Newsletter Subscription for each Commissioner ▶ 1 Commissioner to Attend a Conference Per Year (likely APA)
Bowie, MD	YES	NO <i>*See Notes</i>	N/A	Termed: ADVISORY PLANNING BOARD
College Park, MD	YES	YES	\$50 per meeting	Termed: ADVISORY PLANNING BOARD Paid only if in attendance
Cumberland, MD	YES	NO <i>*See Notes</i>		Termed: MUNICIPAL PLANNING & ZONING COMMISSION; however, the ZONING BOARD receives \$25 bi-weekly compensation
Fairfax City, VA	YES	YES	\$40 per meeting	Paid \$40 per meeting regardless of meeting length
Falls Church, VA	YES	YES <i>*See Notes</i>	\$100-150/month	▶ The Chairperson is paid \$150 monthly ▶ Each Commissioner/Member is paid \$100 monthly
Frederick City, MD	YES	YES	\$25 per meeting	Planning Commissioners typically attend 2 meetings per month: 1) Development Review Committee meeting 2) Planning Commission meeting
Frederick County, MD	YES	YES	\$75 per meeting	
Gaithersburg, MD	YES	YES	\$1,500/year	Do Provide For: ▶ Annual APA Newsletter Subscription/Membership for each Commissioner ▶ 2 Commissioners to Attend Annual APA Conference Per Year
Greenbelt, MD	YES	NO	N/A	Termed: ADVISORY PLANNING BOARD
Hagerstown, MD	YES	NO	N/A	
Leesburg, VA	YES	YES <i>*See Notes</i>	\$3,000-\$3,150/year	▶ The Chairperson is paid \$3,150 per year ▶ Each Commissioner/Member is paid \$3,000 per year
Montgomery County, MD	YES	YES <i>*See Notes</i>	\$25,000-\$150,000/year	▶ The Chairperson is paid \$150,000 per year ▶ Each Commissioner/Member is paid \$25,000 per year (part-time position)
Ocean City, MD	YES	YES	\$45 per meeting	Paid \$45 per meeting regardless of meeting length Termed: PLANNING and ZONING COMMISSION
Rockville, MD	YES	NO	N/A	
Salisbury, MD	YES	NO	N/A	
Vienna, VA	YES	YES	\$165 per month	

Ad Hoc Mayor and Council Compensation Committee

May 9, 2007

Action Items

1. Verify Rockville Survey Data
2. Update Planning Commission salary data from 2004 Committee work (add Leesburg, Va.)
3. Ask Mayor and City Council members to review 2004 data on duties and time commitment to determine if there is any significant change.
4. Provide information on what other jurisdictions do for out-year elected official salary increases.

Minutes

Members in attendance: Yale Wiesberg, Jay Persensky, and Cathy Salgado

Members absent: Burton Goldstein

Staff: Fred Felton and Monica Sanchez

Chris Robinson—Reporter for the Gazette

Meeting called to order at 6:00 PM.

Members present agreed that a Compensation Committee should meet every four years. Members agreed that they should recommend the Mayor and City Council take formal action to mandate the appointment of a Compensation Committee every four years.

Members present agreed that any recommended compensation changes for the Mayor and City Council should not go into effect until after the November 2009 City Election so that all Council Members will earn same salary.

Members present agreed that the Compensation Committee should also consider the updated Planning Commission salary data and provide recommendations for compensation for Planning Commission members.

The next meeting will be at 6 PM on Wednesday May 16, 2007.

The committee expressed their desire to have the minutes of the meeting on the web site and invited members of the public to comment on the committee's actions and attend the open meetings if they wish to express their views on Mayor and Council and Planning Commission compensation.

▼

**Ad Hoc Mayor and Council
Compensation Committee Minutes**

May 16, 2007

6:00 PM

◀

▲

Minutes

Members in attendance: Burton Goldstein, J. Persensky, Cathy Salgado, Yale Wiesberg,
Staff: Fred Felton and Monica Sanchez
Chris Robinson—Reporter for the Gazette

Meeting called to order at 6:05 PM.

The Committee unanimously recognized that the Planning Commissioners are vital to shaping the City's future, and are regularly asked to attend Mayor and City Council's regular meetings and work sessions in addition to their twice a month Planning Commission meetings. Additionally, the Committee noted that there is significant preparation time spent reviewing materials and visiting sites prior to their meetings. After a brief discussion, the Committee voted to recommend that the Planning Commission's annual stipend be raised from \$1,500 to \$3,000 effective July 1, 2007.

With respect to Council salaries, the Committee noted that Gaithersburg Council members' salaries are significantly lower than Rockville, Frederick, Annapolis, Alexandria, and Manassas.

The Committee unanimously agreed that it was appropriate to recommend salary increases for the Mayor and City Council; however, they did not believe it was necessary to try to match other jurisdictions given that the Gaithersburg Mayor and Council has been historically conservative when approving salary increases. The Committee noted that Gaithersburg's elected officials do not run for office for financial gain, but nonetheless believes that their compensation should be reasonably approximate to other similar jurisdictions.

Based on the duties and time commitment identified in the 2004 report, the Committee tentatively agreed to recommend that the Mayor's salary be increased from \$12,500 to \$18,500 and that the Council's salary be increased from \$10,000 (the salary that will be in effect November 7, 2007) to \$15,000 effective November 2009. However, the Committee may revisit this issue if any Council member indicates that their workload or time commitment is significantly different than reported in 2004.

Compensation Committee Minutes

Page 2

May 16, 2007

In addition, the Committee tentatively agreed to recommend that an incremental salary increase be programmed for 2010, 2011, and 2012 (out years). After some discussion about basing these out year salary increases on the Consumer Price Index, the Committee determined that a fixed increase of \$500 should go to the elected officials in each of the out years.

Members agreed to present the Committee's final report, which should be completed at the committee's next meeting, to the Mayor and City Council at the June 18, 2007 regular meeting.

The next meeting of the Compensation Committee will be at 6 PM on Wednesday, May 30, 2007.

**Ad Hoc Mayor and Council
Compensation Committee Minutes**

May 30, 2007

6:00 PM

Minutes

Members in attendance: Burton Goldstein, Cathy Salgado, and Yale Wiesberg,

Members absent: J. Persensky

Staff: Fred Felton and Monica Sanchez

Chris Robinson—Reporter for the Gazette

Meeting was called to order at 6:10 PM.

Minutes of the May 16, 2007 Committee meeting were approved with minor amendments, and Committee members asked that these minutes be posted on the City's website as soon as possible.

Committee members revisited there discussion concerning the proposed recommended increase for the Planning Commission stipend. Members noted that while Montgomery County Planning Board members and Leesburg Virginia Planning Commissioners receive more compensation than Gaithersburg Planning Commissioners, the Gaithersburg Planning Commission stipend is currently higher than most municipalities in Maryland.

After some discussion, the Compensation Committee affirmed their unanimous May 16th decision to recommend that the Planning Commission stipend be increased to \$3,000 a year. However, they noted that the Committee's final report should be clear that the proposed increase is based on the importance of their work and their time commitment rather than being based on comparisons to other Maryland municipalities.

Fred Felton informed the Committee members that he had spoken with the Mayor and all but one of the Council members concerning their review of the 2004 data on duties and time commitment. The consensus of these members is that there is no significant change in duties or time commitments required by Gaithersburg elected officials.

With respect to the recommendation that the Mayor and City Council amend the Charter to require the appointment of a compensation Committee every four years, Committee members agreed that this charter amendment should mandate that future compensation committee's submit there recommendation at least 180 days prior to the next City election.

M&CC Compensation Committee Minutes

05/30/07

Page 2

The Committee gave staff guidance on preparing the final report, and it was agreed that a draft would be circulated for review and comments. Committee members agreed that all meeting minutes should be attached to the final report. Committee members also asked staff to develop a draft Charter Amendment that would implement the Committee's recommendation. This draft Charter Amendment would also be an attachment to the final report.

At the conclusion of the meeting, Committee members asked staff to contact J. Persensky and make sure he concurred with the issues discussed during the meeting. Assuming J. concurred, Committee members did not believe another meeting would be necessary.

Final Report of the Ad Hoc Mayor and City Council
Compensation Review Compensation Committee
June 14, 2007

Background

On April 9, 2007 the Mayor and City Council approved a resolution establishing the Ad Hoc Mayor and City Council Compensation Review Committee (known as "Compensation Committee"). The resolution asked the Compensation Committee to "review information and data concerning the compensation of elected officials of other jurisdictions in the region and the work load of the Mayor and City Council, and to provide recommendations to the Mayor and City Council as to whether any adjustments are appropriate by June 30, 2007."

An Ad Hoc Compensation Committee appointed in June of 2004 reviewed this issue previously and provided a report to the Mayor and City Council in September of 2004. The key recommendations in 2004 were to increase the City Council's salary from \$6,000 to \$10,000 a year as new terms are created by City elections and to increase the Mayor's salary from \$7,500 a year to \$12,500 a year. While not included in its charge, the 2004 Ad Hoc Compensation Committee also recommended that the Planning Commission's stipend be increased from \$240 a year to \$1,500 per year effective July 1, 2005. The Mayor and City Council unanimously accepted the Compensation Committee's recommendation, and after a public hearing, a charter amendment to implement these recommendations was formally adopted on March 21, 2005.

Compensation Committee Process

Three of the four members of the Compensation Committee had served on the 2004 Compensation Committee and were very familiar with the issues. They were also familiar with the Mayor and Council's official responsibilities, ceremonial duties, and the informal and volunteer activities that the Mayor and Council undertake on behalf of the City. The Compensation Committee met on three separate occasions: May 9, May 16, and May 30, 2007, with a quorum present at each meeting. The meetings were noticed and open to the public. The minutes of each meeting were posted on the City's website as soon as practical after each meeting. No members of the public, except the press, attended any of the meetings.

In order to fulfill their charter the Compensation Committee reviewed and discussed the following documents:

1. The September 28, 2004 Compensation Report w/attachments developed by the previous Gaithersburg Compensation Committee

2. Salary Survey of Maryland Local Governments dated December 2006
3. City of Rockville Memorandum dated April 24, 2007
4. City of Rockville Compensation Commission Report dated March 30, 2007
5. Maryland Cities Comparative Table
6. Virginia Cities Comparative Table
7. FY04 Mayor and City Council Activities

The discussions of the Compensation Committee focused on four topics:

1. When future salary increases, if any, should go into effect
2. The amount of the salary increase
3. Inclusion of a stipend increase for the Planning Commission
4. How often such Compensation Committees should be established in the future

Timing of Future Salary Increases

State law prohibits a sitting Council from approving a salary increase for itself. In the past, increases went into effect subsequent to an election. Since Gaithersburg has staggered terms for its Council members it is typical that sitting Councils may have different salaries, e.g., currently three Council members receive \$6,000, while two receive \$10,000. The three Council members who are elected at the November 2007 election will receive \$10,000. To eliminate this discrepancy, it was suggested that any recommendations for salary adjustments the Compensation Committee recommends should all go into effect at the same time. As a result of the Compensation Committee's deliberations, it was proposed that the earliest this could be achieved would be subsequent to the November 2009 election in order to adhere to the State law.

Mayor and Council Salary Increases

The Compensation Committee reviewed several documents while deliberating the amount of salary increase that they would consider appropriate, if any. The documents were the reports from the City of Rockville (verified by Gaithersburg staff), compensation survey of jurisdictions from the Institute for Government Service and Research, salary comparative tables prepared by Gaithersburg City staff, and a survey of Mayor and City Council official activities and workload conducted in FY04. Though the Compensation Committee did not believe that Mayor and City Council duties have changed significantly since 2004, they requested that staff requests the Mayor and City Council verify that there were no changes to the listing. The Mayor and Council subsequently verified the list.

During their deliberations, the Compensation Committee noted that the position of Mayor of Gaithersburg is not full-time so that the salary should not be directly compared to cities with full-time Mayors, such as Frederick, Annapolis, and Baltimore City. The Compensation Committee did note that the salary of the Gaithersburg Mayor was significantly lower than comparable city jurisdictions such as Rockville, Ocean City, Laurel, and Hagerstown.

With respect to Council salary, the Compensation Committee noted that Gaithersburg Council members' salaries are significantly lower than Rockville, Frederick, Annapolis, Alexandria, and Manassas.

Based on these comparisons and knowledge of the Mayor and Council's activities, the Compensation Committee unanimously agreed that it was appropriate to recommend salary increases for the Mayor and City Council; however, they did not believe it was necessary to try to match other jurisdictions given the Gaithersburg Mayor and Council have been historically conservative when approving salary increases. The Compensation Committee realizes that Gaithersburg's elected officials did not choose to run for office for financial gain, but nonetheless believes that their compensation should be reasonably approximate to other similar jurisdictions.

The Compensation Committee ultimately voted to recommend that the Mayor's salary be increased from \$12,500 to \$18,500 and that the Council's salary be increased from \$10,000 to \$15,000 effective November 2009.

Further, the Compensation Committee believes that a limited incremental salary increase should be programmed to account for increased responsibilities, workload, comparability, and inflation. After some discussion about basing these increases on the Consumer Price Index, the Compensation Committee determined that a fixed increase of \$500 per year should go to the elected officials in 2010, 2011, and 2012, respectively. This would bring the salaries to \$20,000 for the Mayor and \$16,500 for Council members in 2012.

Planning Commission Stipend

The Compensation Committee noted that the 2004 Compensation Committee recommended an increase in the Planning Commission's stipend even though consideration of Planning Commission compensation was not included in their charge from the Mayor and City Council. The current Compensation Committee agreed that they would again review the Planning Commission stipend and provide a recommendation to the Mayor and Council, if they determine an adjustment is appropriate.

The Compensation Committee recognizes that the Planning Commissioners do not participate for financial gain but that they are vital to shaping the City's future

and are regularly asked to attend Mayor and City Council regular meetings and work sessions, in addition to their twice a month Planning Commission meetings. Additionally, the Compensation Committee noted that there is significant preparation time spent reviewing materials and visiting sites prior to their meetings and that they should receive recognition for their important role.

The Compensation Committee reviewed the "Planning Commission Compensation Survey of Local Jurisdictions as of May 16, 2007," and notes that Gaithersburg Planning Commissioners compensation is currently higher than most other municipalities in Maryland. However, they receive significantly less compensation than Montgomery County Planning Board Members and Leesburg, Virginia Planning Commissioners.

After discussion, the Compensation Committee voted to recommend that the Planning Commission's annual stipend be raised from \$1,500 to \$3,000 effective July 1, 2007. However, the Compensation Committee wants to stress that this recommendation is not based on comparisons with other jurisdictions but their vital role in the City.

Establishment of future Compensation Committees in Gaithersburg

Another key issue discussed was how often Mayor and City Council salaries should be re-examined. While the 2004 report suggested that a Compensation Committee should be appointed by the Mayor and City Council to review salaries every four years, the Mayor and Council only informally adopted the recommendation. The Compensation Committee believes that compensation for the Mayor and Council is sufficiently important to more formally adopt the recommendation. Therefore, this Compensation Committee now recommends that the Mayor and Council amend the City Charter to mandate the appointment of a Compensation Committee of this nature every four years so that future Compensation Committees can submit their compensation recommendations at least 180 days prior to the subsequent City election. Therefore, if the Charter amendment is enacted, the next Compensation Committee will be appointed in January of 2011.

Recommendations

The Compensation Committee is proposing what it believes to be reasonable salary adjustments in the hope that the Mayor and City Council will approve its recommendations as submitted.

Accordingly, the Compensation Committee unanimously recommends the following:

June 14, 2007

- That the Mayor's salary be increased from \$12,500 per year to \$18,500 per year effective after the November 2009 City election.
- That the City Council's salary be increased from \$10,000 per year to \$15,000 per year effective after the November 2009 City election.
- That the Mayor and City Council receive a \$500 incremental salary increase each year in November 2010, 2011, and 2012, respectively.
- That the Planning Commission's annual stipend be increased from \$1,500 per year to \$3,000 per year effective July 1, 2007.
- That the City Charter be amended to require the appointment of a Compensation Committee every four years, and that the Compensation Committee be required to submit its recommendations at least 180 days prior to the subsequent City election. If enacted, the next Compensation Committee would be appointed in January of 2011.

Respectfully submitted,

Yale Wiesberg, Chair
Burton Goldstein
Julius Persensky
Cathy Salgado

Enclosures

1. Gaithersburg Compensation Committee minutes dated May 9, 2007, May 16, 2007, and May 30, 2007
2. Salary Survey of Maryland Local Governments dated December 2006*
3. City of Rockville Memorandum dated April 24, 2007
4. City of Rockville Compensation Commission Report dated March 30, 2007
5. Maryland Cities Comparative Table
6. Virginia Cities Comparative Table
7. FY'04 Mayor and City Council Activities
8. Planning Commission Compensation Survey of Local Jurisdictions as of May 16, 2007

*Please note that the City of Gaithersburg was inadvertently not included in this survey.

DRAFT

RESOLUTION NO. _____

RESOLUTION OF THE MAYOR AND CITY COUNCIL TO AMEND
SECTION 5 AND SECTION 16 OF THE CITY CHARTER TO INCREASE THE
SALARY OF THE MAYOR AND THE MEMBERS OF THE CITY COUNCIL AND TO
CREATE A NEW SECTION 5A OF THE CITY CHARTER TO REQUIRE THE
APPOINTMENT OF A MAYOR AND CITY COUNCIL COMPENSATION COMMITTEE
EVERY FOUR YEARS

WHEREAS, the Mayor and City Council appointed an Ad Hoc Mayor and City Council Compensation Review Committee on April 9, 2007; and

WHEREAS, the Mayor and City Council Ad Hoc Compensation Review Committee thoroughly reviewed the compensation of elected officials in jurisdictions throughout Maryland and Virginia and found that the salaries of Gaithersburg's elected officials were significantly lower; and

WHEREAS, the Mayor and City Council Ad Hoc Compensation Review Committee has recommended that, after the November 2009 City election, the Mayor's salary be increased to \$18,500 per year and the City Council's salary be increased to \$15,000 per year;

WHEREAS, the Mayor and City Council Ad Hoc Compensation Review Committee has recommended that the Mayor and City Council members receive incremental salary increases of \$500 a year in November 2010, November 2011, and November 2012, respectively;

WHEREAS, the Mayor and City Council Ad Hoc Compensation Review Committee has recommended that the City Charter be amended to mandate the appointment of a Mayor and City Council Compensation Review Committee every four years:

NOW, THEREFORE, BE IT RESOLVED that Section 5A of the City Charter is hereby created, and Section 5 and Section 16 of the City Charter are hereby amended to read as follows:

Sec. 5. Salary of Members of the Gaithersburg City Council.

The members of the City Council for the City of Gaithersburg, Maryland, shall be paid an annual salary of Six Thousand Dollars (\$6,000.00), except as hereinafter provided. Council members elected to office in the calendar year 2005 shall receive an annual salary of Ten Thousand Dollars (\$10,000.00) for the term commencing November 2005. Council members elected to office in the calendar year 2007 shall receive an annual salary of Ten Thousand Dollars (\$10,000.00) for the term commencing in November of 2007. Effective November 2009, all City Council members shall receive an annual salary of Fifteen Thousand Dollars (\$15,000.00). Effective November 2010, all City Council members shall

receive an annual salary of Fifteen Thousand Five Hundred Dollars (\$15,500). Effective November 2011, all City Council members shall receive an annual salary of Sixteen Thousand Dollars (\$16,000). Effective November 2012, all City Council members shall receive an annual salary of Sixteen Thousand Five Hundred Dollars (\$16,500).

Sec. 5A. Periodic Review of Mayor and City Council Salaries.

In January of 2011, and in January of every fourth year thereafter, the Mayor shall appoint, with concurrence of the City Council, a committee to review the compensation and duties of the Mayor and City Council and to provide recommendations within 120 days whether any adjustments to the Mayor and City Council salary should be made as new terms are created by City elections. The Committee's recommendations shall be advisory in nature and the Mayor and City Council shall have the option of accepting, rejecting, or modifying any such recommendations.

Sec. 16. Same--Salary.

The Mayor shall be paid an annual salary of Twelve Thousand Five Hundred Dollars (\$12,500.00), except as hereinafter provided. The person elected to the office of Mayor in November of 2009 shall receive an annual salary of Eighteen Thousand Five Hundred Dollars (\$18,500.00). Effective November 2010, the Mayor shall receive an annual salary of Nineteen Thousand Dollars (\$19,000). Effective November 2011, the Mayor shall receive an annual salary of Nineteen Thousand Five Hundred Dollars (\$19,500). Effective November 2012, the Mayor shall receive an annual salary of Twenty Thousand Dollars (\$20,000).

ADOPTED by the City Council this ____ day of _____, 2007.

SIDNEY A. KATZ, MAYOR and
President of the Council

THIS IS TO CERTIFY that the foregoing
Resolution was adopted by the City Council
in public meeting assembled on the ____
day of ____, 2007.

David B. Humpton, City Manager